



## FY17 Folk Arts Cultural Preservation Grant Guidelines

### DESCRIPTION

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*The Folk Arts Specialist will assist you in connecting with **translation** services as needed.*

The Folk Arts Cultural Preservation Grant offers two tracks for applicants to pursue folk arts projects: **"Project Support"** or **"Community Workshop."**

- The **Folk Arts Project Support track** assists individual artists, organizations, and cultural communities in the preservation, documentation, and presentation of their traditional art forms through the completion of a specific project. Up to \$500 in funding is available and can be used for expenses such as videography, photography, conservation or exhibition materials, or cultural events.
  - **Deadline:** November 9, 2016 at 5:00 p.m.
  - **Funding Amount:** \$500
- The **Folk Arts Community Workshop track** supports workshops, classes, and other small group learning activities that provide intergenerational learning experiences for members of a shared cultural community. Up to \$1,500 in funding is available. Applicants submit a project plan that clearly articulates how they will provide traditional training for other members of their shared culture group. Funds can be used to pay master teachers or tradition bearers, subsidize workshop or rehearsal space, and other materials needed for the transmission of traditional artistic skills in a group setting. Group teaching scenarios may consist of short-term intensive workshops or may be regularly scheduled classes that take place over a six-month period.
  - **Deadline:** November 9, 2016 at 5:00 p.m.
  - **Funding Amount:** \$1,500

Applicants must select which track they are applying for. Individuals and organizations may only receive funding for only one of these opportunities in a fiscal year. No cash match is required but substantive description of community support and any in-kind contributions must be submitted with the application.

### **All proposed projects should support the following goals:**

1. Empower tradition bearers to pass on art forms to their cultural communities.
2. Emphasize community building and education.
3. Promote public awareness and appreciation of traditions.
4. Contribute to the diversity and vitality of Utah's arts landscape.

Because this category is broad and evolving, applicants are strongly encouraged to speak with the Folk Arts Specialist before applying. Many, but not all, art forms shared within a community, family, or small group may qualify for a Folk Arts scholarship. Considering art “folk” or “traditional,” requires that skills, knowledge, and creative criteria are passed between members of a shared community, typically by recognized tradition bearers to younger generations. Traditional art forms are diverse, varying greatly in medium and method. Performing arts such as singing, dancing, and drumming may qualify, as can crafts like weaving, rawhide braiding, silversmithing, and woodcarving. If your arts practice is traditional and passed on to other members of your community through intensive experiential learning, it may be eligible. Resulting workshops, exhibitions, performances, or other funded presentations should demonstrably strengthen the cultural heritage of your community or geographic region and increase public awareness of folk and traditional arts in Utah.

## **DEFINITIONS**

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*Tradition* - a skill, craft, or art form shared between members of the same cultural community learned in informal settings by observation and imitation.

*Community* - a group of people with a shared identity: ethnic, tribal, occupational, religious, or regional.

*Folk or Traditional Artist* - a skilled practitioner of a traditional art form learned within the artist’s own culture, creates work for use within his or her own cultural community.

*Tradition Bearer* - individuals who are recognized within their cultural community for expressing and transmitting the community's traditional values and aesthetics.

## **FUNDING ELIGIBILITY**

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### **Who Can Apply?**

Individuals:

- Master folk artists or tradition bearers who are recognized within their community.
- Emerging traditional artists and apprentices.

Organizations:

- Utah-based programs focused on preserving, presenting, or documenting traditional art forms of a specific cultural community.
- Organizations with an operating budget of \$150,000 or less.

### **Funds may be used for the following:**

- In-state travel expenses (mileage) for participating artists.
- Supplies, tools, and other materials (excluding purchased musical instruments, outfits, or costumes) needed for completion of project.
- Rental of AV equipment needed for completion of project.
- Fees for teaching artists and/or presenters.

- Conservation materials to preserve important traditional material culture of a specific community or region (must be on public display).
- Documentation to increase public awareness of folk art traditions and assist in their preservation.
- Costs directly related with production of public folk arts events (festivals, concerts, gatherings) which help to preserve cultural heritage within a community.

**Funds may NOT be used for the following:**

- Requests for general operating support.
- Historic re-enactment projects.
- Travel outside the state.
- Food or other hospitality costs.
- Projects not directly relevant to preservation, documentation, teaching, or presentation of traditional art forms found in Utah.
- Academic awards and/or work, including: fellowships, scholarships, or tuition fees for student work; as well as in-school curriculum projects and/or projects that are part of a required course or curriculum.

**Division of Arts & Museums Policies**

- Utah Division of Arts & Museums (UDAM) funds must be spent between July 1, 2016 and June 30, 2017 (FY17).
- Organizations may only receive one UDAM grant per fiscal year. The only exception to this rule is OnStage funding. See [artsandmuseums.utah.gov](http://artsandmuseums.utah.gov) for details.
- UDAM restricts its funding to artists and organizations based in and primarily serving the residents of Utah.
- We request that individuals or organizations awarded funding send a letter of appreciation to their legislators thanking them for funding. Copies or letters must be submitted with the final report form. Additionally, one of the best opportunities to connect with legislators in person is at Arts Day on February 14, 2017.
- If awarded funding, you are required to complete a final report online by August 1, 2017.
- If awarded funding, you must give credit to the Utah Division of Arts & Museums and the National Endowment for the Arts (NEA) in promotion, publicity, advertising, and programs. Logos and style guides are available on our website at [artsandmuseums.utah.gov](http://artsandmuseums.utah.gov)
- All individuals and organizations that receive funding must have a DUNS number. The DUNS number is used by the federal government to track where funds are allocated throughout the country. If you do not have a DUNS number, you may wait to apply for a DUNS number until you have been awarded funding; we will assist you with the process. For more information on applying for a DUNS number, click [HERE](#).
- In order to pay an individual, we require a Social Security Number. That number will be used only to process the payment and then will be destroyed. Organizations, clubs, government agencies, and businesses will need to provide an EIN on the application.
- If awarded funding, grant recipients will receive a 1099 form for tax reporting purposes.

## **APPLICATION PROCESS**

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### **Deadline**

A complete grant, with all attachments, must be submitted [online](#) by **Wednesday, November 9, 2016 at 5:00 p.m. MST.**

### **Funding Decisions**

A panel of peers and community representatives review and score the applications based on the criteria in the guidelines. The process is overseen by a UDAM board member. Grant awards depend on the amount of funding requested, how the applicant scored in the review process, (with attention paid to regional and rural distribution of state funds), and the amount of funding available. The Utah Arts Council Board of Directors reviews and approves final funding recommendations. Following board review, applicants are notified and contracts are sent to successful applicants. Applicants must sign and return contracts before payment can be made.

**Funds are not available until after July 1.**

<b>Grants Open</b>	July 19, 2016
<b>Grants Close</b>	November 9, 2016
<b>Panel Review</b>	November 2016
<b>Board Approval</b>	December 2016
<b>Funding Notification</b>	December 2016
<b>Payment Disbursed</b>	Upon receipt of contract

**Contact Adrienne Decker, Folk Arts Specialist (801-245-7286) for questions about your proposed project or Laurel Cannon Alder, Grants Manager (801-236-7550) for technical assistance with the application process.**

## **APPLICATION PREPARATION & REVIEW CRITERIA**

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Below is the list of the questions in your application.

### **General Information**

- On the first page of your application, provide a 2-3 sentence description of your proposed project under DESCRIPTION. This text will go on your contract if funded, and panelists will use it as a quick reference.
- Basic contact information for project organizers.

### **Artistic Excellence (80%)**

- Provide a detailed description of the project and what you plan to accomplish. Describe the cultural tradition(s) that will be preserved and shared.
- What cultural group (nationality, tribal group, occupation, etc.) developed this art form or tradition, and who practices it in Utah today?
- Upload or link to supporting documentation that demonstrates the artistic and cultural merit of the project (e.g. photo, video, audio files, letters of support etc.) Limit 3. Use the descriptive field to identify individuals or elements featured.

- Describe evidence of community support through partnerships or in-kind contributions.
- For Project Support track: How will completing your proposed project make a difference to your cultural community?
- For Community Workshop track: Provide a short background of the key people involved. How did the master artists, teachers, rehearsal leaders, etc. become proficient in their skills? How long have they taught, and what are their major accomplishments?
- For Community Workshop track: Why is it important for this tradition to be taught to more people in the cultural community?

### **Sound Management (20%)**

- How will you promote the project in your cultural community or make it accessible for the general public?
- How will you evaluate success at the end of the project?
- Provide a detailed list of all project expenses.
- Total dollar amount of project expenses.
- Provide a detailed list of all project income.
- Total dollar amount of project income.

### **CONTACT INFORMATION**

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